

PUBLIC SAFETY RADIO STRATEGIC PLANNING COMMITTEE (PSRSPC)

MEETING NOTES

DRAFT UNTIL APPROVED BY EXECUTIVE COMMITTEE

Wednesday, June 21, 2006

1:00 P.M. to 3:00 P.M.

**Held at the Governor's Office of Emergency Services,
3650 Schriever Avenue, Mather, CA 95655**

Attendees

- Committee members (or designated reps)
- Technical Working Group members
- Public observers (see attendee list)
- Local and State agency interested parties

Documents Available

- √ Today's agenda
- √ Ground Rules
- √ Location/Agency Rating Sheet for Gateways
- √ Draft Map of Proposed and Fixed and Transportable Gateway Locations
- √ PSRSPC Technical Working Group Work Team Graphic
- √ Draft System of System Standards Work Team Charter
- √ Exploratory Market Survey Overview
- √ Exploratory Market Survey Instructions to Vendors
- √ Draft Coordination Guidelines proposal document for the PSRSPC

Welcome and Call to Order

Adam Sutkus, meeting facilitator from the Center for Collaborative Policy, California State University Sacramento, called the meeting to order. Mr. Sutkus briefly went over the ground rules and introduced the Committee Chair, Henry Renteria.

Chair's Greeting & Comments

Chairman Henry Renteria, Director of the Governor's Office of Emergency Services (OES) and Committee Chair thanked all in attendance for coming to the meeting. He expressed appreciation for each PSRSPC member agency's commitment to the process.

Chairman Renteria pointed out that there had been much public safety interoperability-related activity in June. The Governor's Emergency Operations Executive Council (GEOEC) met for the first time on June 6th. The California Statewide Interoperability Executive Committee (CALSIEC) met on June 16. It was important for the PSRSPC to continue to partner with CALSIEC to engage local entities in the process.

Chairman Renteria said that PSRSPC is receiving considerable attention from many directions. The Governor's Cabinet and the Governor's Office were very interested in PSRSPC's progress. The

Legislature was asking many questions on interoperability. There had also been major press coverage.

Chairman Renteria concluded by saying that the major endeavor of the 2nd half of 2006 would be to prepare California's "Master Plan" for Interoperability, which would be due to the Legislature at the end of the year.

PART I: BRIEFINGS AND UPDATES

Approval of March 29th, 2006 PSRSPC Meeting Notes

The PSRSPC approved the March 29th, 2006 PSRSPC Meeting Notes with one correction:

- On page 2, add word "not" to sentence, "...Legislative Analyst Office was concerned that CHP's project was not in compliance with the PSRSPC approach..."

Legislative Briefing

Ms. Meghan Masera, OES, briefed the Committee on pending legislation related to public safety radios and interoperability:

- **AB 1848 (Bermudez):** This bill specifies that the Public Safety Radio Strategic Planning Committee's (PSRSPC) annual report to the Legislature shall serve as the state's strategic plan for establishing a statewide integrated, interoperable public safety communications network. It requires PSRSPC to update the report, annually. It authorizes PSRSPC to consult with and make recommendations to local, regional, state, and federal agencies to advance the integration of local, regional, and statewide public safety communication networks.
- **AB 2041 (Nava):** This bill adds the Military Department, the Department of Health Services (CDHS), and the Department of Finance (DOF) and removes the Department of the Youth Authority from the PSRSPC. It also requires PSRSPC to meet at least twice a year, of which one meeting must be a joint meeting with CALSIEC.
- **AB 2116 (Cohn):** This bill authorizes PSRSPC to recommend the purchase of equipment that meets specified criteria for interoperability. It would also require a local frontline public safety agency that purchases public safety radio communication equipment with state funds or federal funds administered by the state, to ensure that the equipment complies with specified criteria for interoperability, provided the equipment will not compromise their mission or ability to function and carry out their responsibilities.

Technical Working Group Accomplishments

Adam Sutkus briefed the Committee on recent activities of the staff-level PSRSPC Technical Working Group (TWG)

- The Gateway Task Force has been making progress.
- The Needs Assessment Survey is under development; TWG members met several times to finalize the questionnaire and launch it on the OES website.
- The Exploratory Market Survey was conducted successfully in June; 7 large scale integrators gave technology demonstrations to PSRSPC representatives.
- A Strategic Visioning Paper is being written that will be the first steps toward building the 2007 "Master Plan" Report to the Legislature.

NIMS-SEMS Integration

Jake McHatton, OES, reported that OES was currently conducting training workshops for the National Incident Management System (NIMS) and State Emergency Management System (SEMS) with

Operational Areas (OAs) throughout the state. The training materials and information are available on the OES website.

Over a dozen workshops have been scheduled for June and July. Some of these will be for tribal outreach. NIMS has a requirement for interoperability. An ad hoc Interoperability Specialist Committee has been meeting with some members from CALSIEC and the PSRSPC TWG. However, OES would like to formalize an Interoperability Specialist Committee with names and a charter. Anyone interested in volunteering for the Interoperability Specialist Committee should inform OES.

Governor's Office of Homeland Security (OHS) Grants

Brian Keith, Deputy Director of the Governor's Office of Homeland Security (OHS), gave a briefing on the current status of the Homeland Security Grant Program. The FY 2006 federal allocation to the states was announced on May 31st. \$1.3 billion was disbursed to the states, of which \$170 million was set aside for interoperability. The total allocation was \$700 million less than last fiscal year.

- California received a total of approximately \$231 million.
- \$47 million are for the State Homeland Security Grant Program
- \$136 million are for the Urban Area Security Initiative (UASI) Program

OHS is currently in the process of accepting applications from state/local agencies and OAs. OHS recently completed 10 workshops in the state to assist locals on how to fill out the applications. Applications are due to OHS by June 20th.

Discussion by the Committee:

- It was clarified that the State of California can retain up to 20% of the federal grant allocation.
- PSRSPC agencies are applying for the State-retained funds.
- \$11.7 million was requested for gateways and help state agencies with governance and MOUs for local agencies working with CALSIEC.
- The Department of Fish & Game (DFG) is seeking over \$1 million for projects to replace obsolete equipment.

CALSIEC presentation and discussion on coordination

Bill De Camp, CA Department of General Services Telecommunications Division (DGS-TD) reported that CALSIEC held its most recent meeting on Friday, June 16th in Burbank. CALSIEC discussed several subjects, including

- OHS Homeland Security Grants
- The PSRSPC Exploratory Market Survey,
- The joint PSRSPC-CALSIEC Communications Systems Assessment Survey
- NIMS Integration Technical Assistance Workshops
- Statewide Communications Interoperability Plan
- Standardized nomenclature for interoperable radio channels
- CALSIEC governance and membership document
- Use of CALSIEC's Regional Planning Area groups to coordinate information exchange and planning activities with local jurisdictions

Kim Zagaris, OES, reported that the FIREScope Communications Specialist Group, with input from the CA Fire Chiefs Association, was also reviewing the standardized nomenclature scheme that was recommended by the federal government. There was some concern from fire agencies on the proposed scheme. FIREScope was working on a cross-reference between existing channel names and the new standards. The FIREScope would discuss this issue at their July 12th Board meeting.

Discussion by the Committee:

- Concern was expressed that the separate roles of CALSIEC and PSRSPC needed to be clarified to avoid duplicating conflicting work efforts, especially as CALSIEC begins work on a Statewide Communications Interoperability Plan.
- It was clarified that PSRSPC and CALSIEC are coordinating their efforts as they write their respective statewide plans.
- CALSIEC is working to ensure that the Statewide Communications Interoperability Plan will be consistent with local Tactical Interoperable Communications Plans (TICPs).

System of Systems: Report on Vendor Market Survey and RFI compliance

Bill De Camp, DGS-TD referred the Committee to 2 documents in their handout packets.

- A 1-page "Exploratory Market Survey Overview"
- A 6-page "Exploratory Market Survey" Set of Instructions to Vendors

The goal of the survey was to gain exposure with a diversity of perspectives from the wireless voice and data communications marketplace to help PSRSPC in its formulation of function requirements for a System of Systems (SoS). The process has helped everyone involved to:

- establish points of contact and rapport with DGS Procurement, DGS Legal, and OES Legal
- begin to visualize and plan against the future impact of the SoS project
- get the word out (about 50 mainstream wireless public safety communications equipment manufacturers, service providers, and integrators were advised of PSRSPC's short- and long-range intentions at the May California State CPSRA/NAPCP Convention and the May IWCE Convention, as well as by other means of contact.

There were presentations by 7 large-scale integrators.

- All responded with thoughtful "conceptual" presentations
- All appeared capable of accommodating the magnitude of the SoS effort
- Among the 7 were tradition manufacturers and/or integrators of the full spectrum of wireless voice and data public safety communications equipment.
- All presented varying approaches for integrating existing infrastructures while allowing for a migration path to modernization.

PSRSPC is still collecting contact information for possible vendors. Vendors are referred to the CA State Contracts Register (CSCR), which is operated by DGS-TD. It is an online resource where state and local agencies advertise contract opportunities for service, construction, and commodities.

Communications System Assessment Survey

Jake McHatton, OES, reported that PSRSPC and CALSIEC were collaborating on a public safety radio systems assessment in California. The assessment addresses systems at all levels of government and related agencies, and analyzes their interoperability. The assessment begins with a survey to be completed by the communications staff of the agencies that operate radio systems.

The results of this assessment were to be used for several purposes:

- Planning the State's investment in implementing fixed and mobile "Gateway" systems to achieve immediate interoperability.
- Designing future systems for State agencies
- Assisting local and regional agencies in developing future systems
- Providing information for the State Enhancement Plan in support of annual Homeland Security Grant Applications
- Assisting local and regional agencies in developing Tactical Interoperable Communications Plans
- Developing the Statewide Communications Interoperability Plan

The link to the online survey form was available on the PSRSPC, CALSIEC, and OES websites. Four OES Communications Coordinators were doing outreach to each OA and asking local jurisdictions to fill out the survey. CALSIEC members are also helping with outreach. The survey should be done by July 31. The information from the surveys will be given to the PSRSPC Executive Committee to help them make informed decisions.

Update on Gateway Project

Jake McHatton, OES, reported that OHS was working with CALSIEC to have every OA covered by a TICP. Gateways, which can provide local interoperability, are ineffective without a plan. Governance is as important as the actual equipment. CALSIEC needs information from local jurisdiction TICPs before it can build a Statewide Communications Interoperability Plan. It is hoped that the federal Interoperable Communications Technical Assistance Program (ICTAP) would provide technical assistance. OHS is working with the federal government to identify a timeframe for funding.

Discussion by the Committee:

- The grant funding for gateway packaging is expected to become available by the end of July or early August.
- OES is working with DGS to have MOUS and governance models ready in place so that grant funds can be spent in a timely and responsible manner.
- DGS has established criteria for gateway devices.
- The CA Military Department's IC4U is the PSRSPC TWG's model for gateways. While the IC4U was designed for military use, a civilian model would be developed.
- It will be important to address the issue of identifying gateway units that are employed in the field so they can be shut down if they are interfering with other field communications. Gateway abuse is a major concern in the CALSIEC community.
- The Telecommunications Industry Association (TIA) is working on gateway protocols to address those issues. The TIA is a joint body of government agencies and private industry.

PART II: COLLABORATIVE PROJECTS UNDERWAY

Discussion on PSRSPC process for equipment review

Bill De Camp, DGS-TD, presented the Committee with a draft discussion document for proposed equipment review procedures for the PSRSPC. This draft had been developed by the PSRSPC TWG, with Bill De Camp as the primary author. Since it was only a draft, it was expected to go through additional iterations.

The document was produced because the issue of equipment review had been raised at several TWG discussions. According to CA Government Code 8592.4 (Public Safety Communications Act of 2002), it appears that PSRSPC is responsible for:

1. determining which participant state public safety departments need new or upgraded communication equipment,
2. establishing a program for equipment purchase, and
3. recommending the purchase of equipment that will enable state agencies to commence conforming to accepted industry standards for interoperability specified in subdivision (a) of Section 8592.5.

Discussion by the Committee:

- Barry Hemphill, Deputy Director of DGS, said that there was a trailer bill language that clarifies issues of overlapping jurisdictions with regard to equipment recommendations. Mr. Hemphill said he would track down the bill language.

- A concern was raised about the word “full” in item #6 in the draft document: “discussion of the full PSRSPC”. The concern was that there needed to be a way to still act upon equipment requests even if there was someone missing from the Committee. It was suggested that there should be provisions for a quorum, rather than requiring full attendance.

It was agreed that Committee Members would review the draft document and provide comments on the draft document to the TWG.

Strategic Framework/Vision for 2007 Report to the Legislature

The TWG has begun work on a Strategic Framework/Vision Document to concisely articulate what interoperability would look like, and how the activities of PSRSPC and CALSIEC are helping to move the state toward this goal. This 2-3 page document will be the first step toward developing the PSRSPC’s “Master Plan” 2007 Report to the Legislature.

Glen Savage from the CA Department of Forestry and Fire Protection (CDF) and Mary Cook from the Emergency Medical Services Administration (EMSA) were the primary architects of the Strategic Framework/Vision paper, with help from other TWG members. Glen Savage reported that the framework envisions 20 years into the future and looks back at the steps that are needed to arrive to that intended scenario.

The intent is to have a big picture view so that different agencies steer their activities toward to the common vision rather than having silo processes. This document will also be used to help inform legislators and executive decision makers on what tasks the PSRSPC is doing and the reasons for doing them.

Comments by the Committee:

- The Legislature is specifically looking for PSRSPC to come up with the strategic plan for interoperability. They are looking for an understandable explanation of what the PSRSPC is doing and where it is headed, without “techno babble.” If PSRSPC has a good plan, then there is chance for an assured source of funding.
- The Strategic Framework/Vision Document should also accommodate and acknowledge technological advances that could happen in the next 5, 10, 15 years.
- The document should explicitly support private industry partnerships.
- The private sector manufacturers are eager to supply government with its needs; technological innovations will be driven by the State’s stated vision.
- The TWG should look at the State of Oregon’s work on strategic planning for interoperability.
- SAFECOM is doing national needs assessment; it might be another source of information.
- There needs to be acknowledgement of the work that the regions and counties are doing. The System of Systems concept pays respect to existing local and regional systems.

Priority setting for next quarter - guidance to interagency work team

Adam Sutkus, meeting facilitator, summarized the TWG’s work tasks and asked Committee for feedback:

1. Continue work on the Gateway project.
2. Continue with the Communications System Assessment Survey and have interaction with CALSIEC.
3. Continue to edit the PSRSPC’s Equipment Review process with Committee comments and follow-up with the trailer bill language to see if it clarifies the protocol.
4. Continue to coordinate with CALSIEC coordination, especially on CALSIEC’s Statewide Communications Interoperability Plan. TWG will be working with CALSIEC to have common language in both CALSIEC’s Interoperability Plan and PSRSPC’s Master Plan.

5. Continue with the Strategic Framework/Vision process in preparing for the 2007 Report to the Legislature ("Master Plan").

The Committee had no objections to these work tasks for the TWG.

Committees by the Committee:

- The Strategic Framework/Vision Document should describe the interactions between PSRSPC and CALSIEC as well as interactions between local and state agencies.
- There seems to be confusion as to why there needs to be more than one statewide entity (PSRSPC and CALSIEC). Perhaps there should be discussion of why they should or should not be merged? The Strategic Framework/Vision Document could reinforce the jurisdictional responsibilities of the two and the reasons they are working together.

PART III: COMMENT PERIOD

Technical Working Group Comments

Mr. Samuel Bellow, of DGS-TD, asked the Committee to clarify its position on whether PSRSPC and CALSIEC should be kept separate or merged together.

Chairman Henry Renteria answered that early on, the question had been raised as to why there were two groups. However, once it became clearer that each group had separate missions, it made sense to keep them apart for now.

Chairman Renteria said that was important to send the message that PSRSPC and CALSIEC were working together. Rather than emphasize them as separate bodies, they should be portrayed as complementary entities. CALSIEC has a critical role to ensure local and regional input on a statewide scale. The PSRSPC is not designed for local participation.

Consultative Organization Comments

No members from the Consultative Organizations opted to give public comments.

Public Comments

No members from the public opted to give public comments.

PART IV: CLOSING COMMENTS

Chairman Henry Renteria closed by thanking everyone for their comments and for coming to the meeting. He thanked the Technical Working Group staff and encouraged them to continue with their work.

FUTURE MEETINGS

The next meeting of the Committee was scheduled for September 28th, 2006, from 1:00 to 3:00 P.M at the Governor's Office of Emergency Services, 3650 Schriever Avenue, Mather, CA 95655. A notice will be put on the PSRSPC website (<http://psrspc.ca.gov>) and sent via the PSRSPC e-mail distribution list.

ATTENDANCE

Committee Representatives

Steve Edinger – CA Department of Fish and Game (DFG)
Loretta Fine – CA Department of Corrections and Rehabilitation (CDCR)
Sonny Fong – CA Department of Water Resources (DWR)
Barry Hemphill – CA Department of General Services (DGS)
Karen Jackson – CA Department of Justice (DOJ)
Brien Keith – Governor's Office of Homeland Security (OHS)
Markell Pierce – CA Department of Health Services (CDHS)
Henry Renteria – Chair – Office of Emergency Services (OES)
Glen Savage – CA Department of Forestry and Fire Protection (CDF)
Randy Sederquist – CA Department of Parks and Recreation (State Parks)
Steve Takigawa – CA Department of Transportation (Caltrans)

Others Present

William Ballowe, Epic/JPS	Don Manzer, DOJ
Manuel Bergado, State Parks	Jake McHatton, OES
Vincent Buehler, OHS	Steve Smith, M/A-COM
Bill De Camp, DGS-TD	Scott Mullen, Unisys
Dennis Elwell, DGS-TD	Jim Pratt, DGS-TD
Richard Engelsen, DFG	Glen Savage, CDF
Shelley Freitag, Motorola	Jason Schwark, SAIC
Gary Grootveld, DGS-TD	Charlie Simpson, OES – Law Enforcement
Greg Hamilton, SAIC	David Sumi, CCP
David Hillman, CDF/OSM	Stephen Virdure, DOJ
Kim Ismail	Ed Walencikowski, Motorola
Dan Kelleher, Motorola	Bob Walters, Motorola
Meghan Masera, OHS	Kim Zagaris, CA OES
Rich Mallory, CPS Human Resource Services	